

# Meeting Minutes from 12.01.21

## ATTENDEES

BOH Chair Terry Nelson, Commissioner Randy Asay, Commissioner Greg Miles, Jodi Tinker, Jolley, Commissioner Brad Horrocks, Raima Colledge, Director Kirk Bengé, Scott Gessell, Liberty Best, Darrin Brown, John Mathis, Keith Goodspeed, Shane Mayberry, Jake Isaacson

## EXCUSED

Shanna Wheeler

## AGENDA

### Public Comment

Goodspeed brings up members of staff who went above and beyond in an incident as well as concerns regarding water hauling.

### Minute approval 9.9.21

Correction was made by Wheeler prior to the meeting via text message to Nelson, Bengé and Best, that the minutes failed to reflect a motion to adjourn. Prior to the meeting corrections were made to reflect the motion to adjourn after a revisit to the recording.

Minutes were approved as corrected.

### Approval of Check register

Gessell presented the check register report and explained that expense is elevated about 20 percent. Time period includes the rent payments to Uintah and Duchesne County. Jolley asks how much TCHD is paying for electric charging stations. Difficult to answer since only one car has used the charging station TCHD will wait to charge until there is use of the charging station to see how much it is costing. Miles asked to see a report after the first quarter to see what it costs. Figure out what it costs per kilowatt hour. Going into it there were rebates from Rocky Mountain Power and Environmental quality. Scott Gessell agreed that by the end of first quarter there may be something to show for the cost of the project in the form of a report after rebates come in. Charging unit in Duchesne County is still working on arriving.

Jolley makes a motion to approve the check registry, Goodspeed seconds. The motion passes unanimously.

### Financial Report

Gessell presented the financial report. Error on page two - interest is off on two transactions. The cause for the error is transfers from the operating fund and transfers to Uintah county.

The error was rectified the same day as brought to attention. Bulk of funds come in from Nov to Dec. Doing well. Restricted funds have not been added to, they remain stable. Operating funds change often. Financial status, county contributions: Daggett always pays in full. Duchesne County pays quarterly, still waiting on Uintah County contributions, Uintah County does a lump sum in December.

Added note of discussion: as Gessell prepares for retirement, hiring someone that can study under him. Starting end of the month.

### 2020 Audit

Part of Uintah County's audit includes TCHD. One finding regarding the SEFA report affected TCHD. Preparing the report was delegated to Gessell. Finding that there needs to be more training on it, It was not done according to rule and there is a better way to do it. Scheduled SEFA with the clerk auditor's office on Dec. 22.

## **Next Year Audit**

Board needs to accept the firm to perform the audit for the following year's audit for calendar year 2021. Smuin Rich and Larson out of Price indicated they will do the audit if a few entries into Peloris will be done, accounts payable and depreciation, which will be done prior to the audit. Cost has not been negotiated, but is estimated to be around \$5k.

Horrocks made a motion to accept Smuin, Rich and Larson to perform the 2021 audit, miles seconds.

Motion passes - Unanimous.

## **New contracts**

Benge goes over renewals (WIC, 2019-2023 EPICC, maternal child health, tobacco reamended, daggett school district nurse, violence and prevention) and new contracts (childhood lead, rural seatbelt 2022, child passenger safety 2022).

Discussion on childhood lead, though the health departments have always investigated the elevated lead, as lead is a reportable issue. Water is not the attribution to high lead locally to date. Contributing factors: Radiator repair, lead based paint, reloading ammunition.

Public health crisis response workforce is a 330K federal award giving flexibility to respond to COVID, hire temporary staff and try to reduce turnover during the crisis. Recognising the cost of turnover in a crisis, including burnout being a real problem. Discussion on using funds for staff retention, looking at cost of hiring and training versus retention.

Discussion about creating a workgroup to discuss how funds will be delegated.

Nelson asks the board if the board agrees to create a committee to discuss and bring findings later to the board. Horrocks states it will directly affect the counties, each commissioner should be on the committee.

Jolley makes a motion for three commissioners and Terry to be on the panel.

Horrocks requests an attorney to be present.

Mathis seconds. Motion passes unanimously.

## **Amend 2021 Budget**

A resolution is presented that needs to be signed by the chair, vice chair and the health director.

Jolley makes a motion to approve the resolution to amend and adopt the 2021 budget as amended.

Horrocks seconds.

Motion passes unanimously

Horrocks brings up concern about adjustments being made to the budget and suggests it should be done while having a budget hearing, to allow public comment.

Miles makes a motion to go out of public meeting to go into public hearing. Mathis makes a second. Unanimous

Gessell reads the Resolution Amending the TriCounty Health Department 2021 Budget

Resolution Number: 02-2021 - This resolution amends the 2021 budget originally adopted at \$4,996,795 amending it to \$5,753,795.

Gessell explains the amendment is due to an increase in staff for COVID response.

Benge makes a comment that Uintah County Attorney Stearmer will join later, and will look into public hearing/ public comment requirements for budget amendments.

Miles comments the changes to the budget are reasonable, especially with what public health has been dealing with.

There was no public comment.

## Adopt 2022 budget

Unanimously decided after discussion to go over 2022 budget while in public hearing.

Gessell reads a resolution to adopt the TriCounty Health Department 2022 Budget

Resolution Number: 03-2021- adopts the 2022 budget for \$5,694,685.

Gessell explained that If there is a hiring spree next year like this year, there may need to be an amendment to the 2022 budget next year.

Mathis motioned to move out of the public budget meeting and Horrocks seconds. Unanimous

**Jolley makes a motion to approve budgets as resolutions for 2021 budget states. Horrocks second. Unanimous**

**Miles motioned to adopt resolution for the 2022 budget in the amount of \$5,694,685. second by Jolley. Unanimous**

Horrocks asked be excused early

## Policy amendments

Benge is waiting to hear back how vaccine mandates will affect the health department. Federal contract employees will possibly be affected (any employee that charges time to a federal contract, COVID response and a few others). New Vaccine policy to allow flexibility for what may come to change based on recommendation. New policy would ad COVID vaccine. Allow employees to decline with a written reason. Virtually all staff are vaccinated. Only two staff have declined vaccination and agreed to wear masks. Benge recommends looking reasonably for those who have had COVID just as good as a vaccine similar to Chickenpox and other vaccinations of the like.

Jolley makes a motion to approve vaccination policy. Miles seconds.

Motion passes, Mathis votes not until knows employees can come to the board when they disagree with policy.

Benge suggests amending. Terry said we will add.

Motion to add grievance to vaccine policy.

Benge goes over travel and meal reimbursement and vehicle usage policies as second reading.

Travel and meal reimbursement - Second reading

Mathis makes motion and Goodspeed seconds. Unanimous

Vehicle usage - Second reading

Miles makes a motion to approve, Asay seconds. Motion passes unanimously

## 2022 board schedule

Miles makes a motion to adopt the 2022 meeting schedule as presented in the Board packet (Third Wednesday every other month). Mathis seconds. Unanimous.

Liberty Best Send final schedule to Bianca James

## Board appointments

Recommendation for Board chair - Asay recommends Nelson staying as board chair. Goodspeed seconds, Commissioner Miles states commission agrees. Vote was Unanimous.

Miles recommends Asay remain as vice chair. Mathis seconds. Unanimous.

The Duchesne County commission did appoint Goodspeed to another term. Uintah County reappointed Jolley for another three years.



## Bylaws

Typo in bylaws. Throughout there is the spelled out number then in parentheses there is the number. Amend bylaws has to be adopted by two thirds majority in two meetings. Change word five to three as intended. The bylaws typo adjustment will be brought back for a two third majority vote.

## PTO and short term disability

A PTO cap was 600 but reduced to 300 two years ago. The reason for decrease was unfunded liability for staff turnover. Discussion continued regarding whether or not it needs to be increased to 480 to match FMLA requirements. Previously short term disability was discussed as an option in place of increasing PTO accrument.

Mayberry and Gessell presented options for short term disability, which would be part of the benefit package at the cost of \$508 or \$425 . Options would allow for benefitted staff to use either 14 or 11 days of PTO then short term disability would cover days off at 60 percent salary for the duration of FMLA.

Horrocks said he has no problem with this if the employees pay for it themselves.

Benge suggests bringing this to the retention workgroup and not making a motion today.

Nelson moves on to the next agenda item.

## Updates

Benge gives an update as of Nov. 23 of COVID-19 in the area. Benge explains that with the new Omicron variant, there may be a need to ramp up response but he is waiting on more data to show what the situation will look like.

Duchesne County got moved to Moderate. Test positiving is also declining, proving a trend not just lack of testing. Have not had a new death in two weeks.

The TriCounty area is below the state average with vaccination, people in mid 40s driving hospitalizations are those who are choosing not to be vaccinated for COVID-19. Hospitalizations for COVID-19 dropped over the past week.

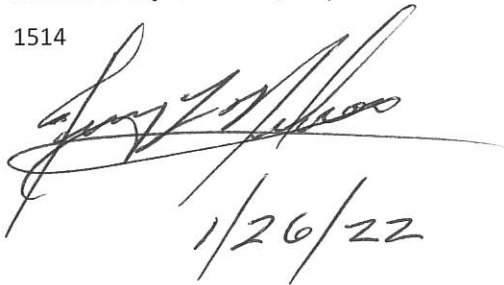
Miles makes a motion to go into closed session to meet with Uintah county attorney. Passes unanimously.

## CLOSED SESSION

Miles makes a motion to go into open session. Asay seconds. Unanimous

Motion to adjourn Miles, asay seconds. Unanimous.

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1/26/22